



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

FEB 17 2023

MEMORANDUM

LOCAL CIVIL REGISTRY ONE-DAY TRAINING

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads/OICs
All Others Concerned

1. Attached is One Muntinlupa Party Letter, dated February 15, 2023, on the above-captioned subject, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. Special attention is invited to paragraphs 3 and 4 of the said letter, relative to the details of the activity.
3. The said event will be held on February 20, 2023, 9:00AM at Ayala South Park, Alabang, Muntinlupa City.
4. Attached is the list of participants to this training.
5. Immediate and wise dissemination of this Memorandum is desired.


CARLEEN S. SEDILLA CESO V
Schools Division Superintendent

Enclosure: As stated
References: As stated
To be indicated in the Perpetual Index
under the following subjects:

SCHOOL
LEARNER

JDN/DM/LOCAL CIVIL REGISTRY ONE-DAY TRAINING
058 / February 16, 2023



Student Center for Life Skills Bldg., Centennial Ave, Brgy Tunasan,
Muntinlupa City
(02) 8805-9935, (02) 8805 - 9940
sdo.muntinlupa@gmail.com



IQNet - IAF
ISO 9001:2015
Certified No: 18.1519.026

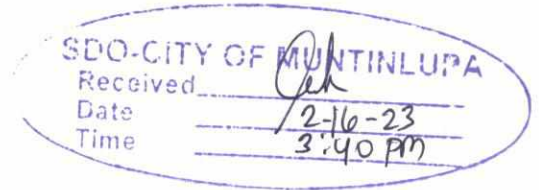




15th February 2023

MS. CARLEEN S. SEDILLA, CESO V

Schools Division Superintendent
Centennial Ave., Brgy. Tunasan
Muntinlupa City



Dear Ms. Sedilla,

Greetings of peace!

The **One Muntinlupa Party** is a recognized local political organization in the City of Muntinlupa. Embodied by its slogan "One People, One Vision, One Muntinlupa", it envisions a livable, safe, secure, resilient and prosperous city.

As part of the community service of 1Munti, we intend to continue with the Free Birth Registration Program that the organization launched last year.

In line with this, the Local Civil Registry will conduct a one-day training on the 20th of February 2023 to tackle the process and important protocols in assisting the parent-beneficiaries as they complete the requirements for the birth registration of their children.

We would like to seek for your assistance in appointing one (1) coordinator from each school where we have a student-beneficiary and request that the school coordinators will attend the said training to be facilitated by LCR. Further information about this activity will be coordinated tightly with your Office by One Muntinlupa Secretariat.

Thank you very much, Ma'am Carleen. And should you have any question regarding this matter, please do not hesitate to contact our secretariat at +63 945 875 4883.

We very much look forward to your kind co-operation.

Respectfully,


Alvin R. Quintans
Program Director
One Muntinlupa Party

LIST OF PARTICIPANTS

#	School Name	Coordinator/Focal Person
1	Alabang ES	MARYLEN REMPILLO
2	Buli ES	MARILOU BELLECA
3	Cupang ES - Annex	CHERMAINE R. CALLANTA
4	Cupang ES - Main	CHARITO NANDWANI
5	F. De Mesa ES	MARICEL MUNCADA
6	Itaas ES	MARY ROSE M. BALONTONG
7	Lakeview Integrated School	ABBYGAIL PALAFOX
8	Muntinlupa Business HS - Main	BENILDA N. COLLADO
9	Muntinlupa Business HS - Sucat Annex	PAMELA LOUISE R. APACIBLE
10	Muntinlupa ES	FE MALAHITO
11	Muntinlupa National HS	CYNTHIA MARCA
12	Poblacion National HS	LORELYN BENITO
13	Soldiers' Hills ES	MICAELA ROCHELLE B. BALOLOT